

**Wireworks Condominium Association
Executive Board Meeting
February 25, 2020
Minutes**

Call to Order - The meeting was called to order at 6:04 PM. In attendance was RMM Management member Ann Marie Fahringer and Board members Michael Pulong, Penny Cromwell, Joe Kilbride, Jacob Oxford, and Rich Mattio.

Information Items

Plumbing Repair - Water damage in unit 109 was brought to the attention of management. After further investigation, a pipe was found to be leaking in the wall. The same day a plumber was called, and the problem was fixed.

Flood Claim Breakdown - A check was received from Travelers in the amount of \$5,000. This is in addition to the \$10,484 received from the master policy. After paying the vendors there is a surplus in the operating account.

Insurance Renewal 4/1/2020 - The master insurance policy will renew on April 1, 2020. Bids are currently being reviewed by the insurance agent. More information will follow once the Policy renews.

Old Business

Amazon Connect - The Board has decided to move forward and have a tech come to the building to advise compatibility with the Amazon Connect system. There is no cost associated with the compatibility check.

Attorney Letter/ Interest - Letter from attorney on why not to charge interest on late fees for our files.

Driveway Parking Update - In regard to cars that have been blocking driveway access on Florist Street. Management was able to contact the Regulations department and speak with someone familiar with our situation. Department has advised they are working on the issue to install no parking signs with yellow street markings.

New Business

Security Cameras Installed, Phone Connect - The existing security cameras are not setup to be viewed remotely on a phone but can be. The Board has voted to implement the mobile viewing option for \$125.

Installation of Exterior Camera - Maintenance has proposed an idea to install two cameras at the loading dock which would cost \$900.00. The loading dock area has been a target for vandalism. The Board has approved the additional cameras.

Driveway, Front Door, Entry System Proposals - Driveway proposals have been reviewed by the Board and La Maison has been selected for the project at an estimated cost of \$66,766. The cost to install a new front door that will be locked from the exterior will require moving the existing entry system. The cost for the new door, moving the entry system, move the sprinkler head and remediation to the exterior stucco wall, and threshold

are estimated at \$23,875. A Special Assessment for this work is estimated to be \$750 per unit. More information to follow.

Financials

Budget Comparison/ General Ledger – The financials were reviewed and are under budget for January. The Board reviewed all building expenses for January 2020.

Executive Session

Delinquency - The Board reviewed the current list of delinquent Association dues. A number of delinquencies have been collected. Management, under the Board's direction, will continue to pursue delinquent fees per Wireworks policies.

These Minutes are not intended to be a verbatim transcription of the proceeding and discussions associated with the business on the Board's agenda; but rather, is a summary of the order of business and general nature of testimony, deliberation, and action taken.

Adjournment: 8:06PM

Next Meeting: April 7, 2020

Respectfully Submitted,
Rich Mattio